

United States  
Environmental Protection  
Agency

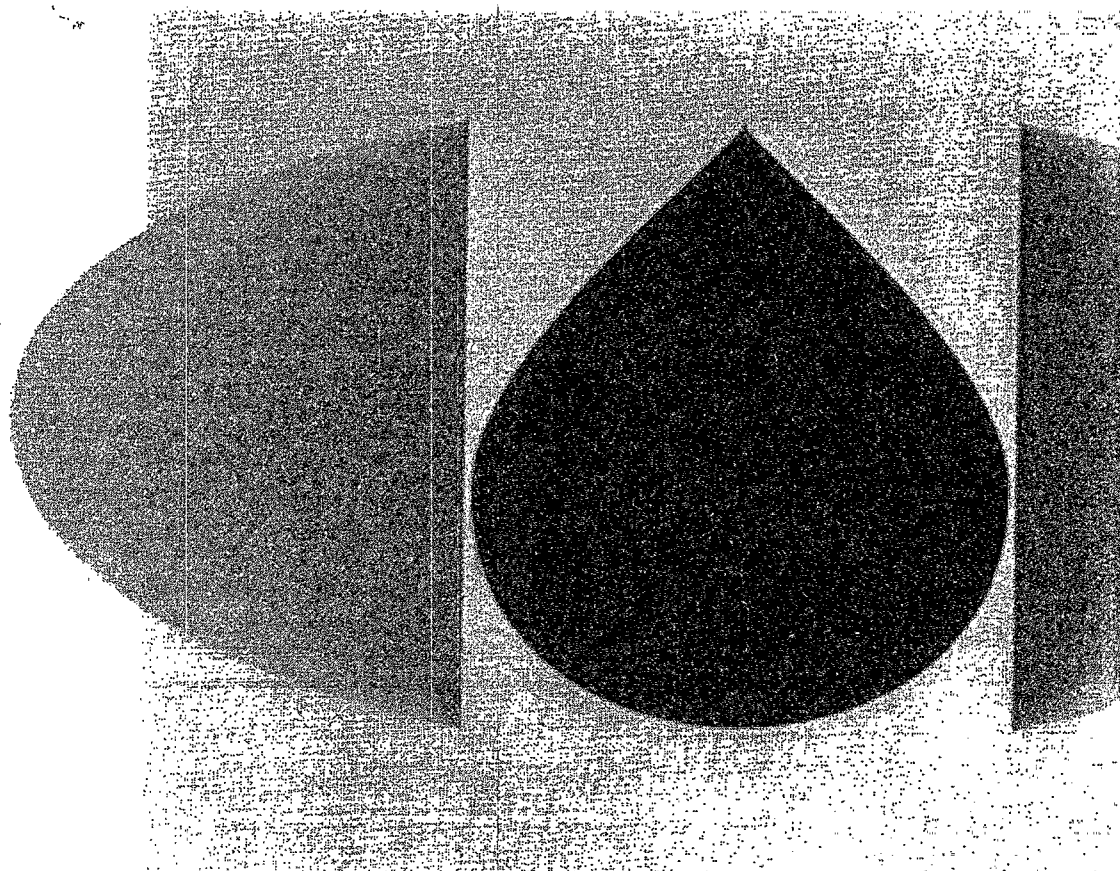
EPA-550-K-96-001  
6/96


Solid Waste And Emergency Response



# Chemical Safety for Your Community

## Grant Products You Can Use



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## PREFACE

**H**ow do communities deal with the risk of chemical accidents? In this country, we have a network of over 3,000 Local Emergency Planning Committees (LEPCs), whose first responsibility is to create an emergency response plan for such incidents. In addition, LEPCs also do public education about chemical hazards and risk reduction, working with local industry, public health officials, fire chiefs, the media, and others.

How are these LEPCs coordinated? Originally, they were formed by State or Tribal Emergency Response Commissions (SERCs and TERCs), according to requirements of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA). The SERCs and TERCs, in turn, help the LEPCs, offering training and technical assistance. To reinforce SERCs and TERCs in their leadership, the U.S. Environmental Protection Agency (EPA) awards annual grants for specific projects in chemical emergency planning and accident prevention. These grants are directed through the Agency's Chemical Emergency Preparedness and Prevention Office (CEPPO). Since 1990, CEPPO has given grants to 47 states, the District of Columbia, Puerto Rico, the Virgin Islands, and 21 tribes.

Projects carried out in one state with a CEPPO grant are often useful for another state, either as a direct parallel or as a starting point for something new. With this idea in mind, CEPPO has compiled this collection of descriptions of grant products, complete with contact names.

How can you use all this information? The document shows you a variety of ways: to build up an LEPC, to assist in complying with laws and regulations, to manage electronic data, and to communicate with local facilities about chemical risk and ways to reduce it.

Every year, chemical accidents happen by the hundreds around the country. Few are catastrophic, but even a small one can disrupt a community and damage business. We can't get away from using chemicals — they bring too many benefits to the way we live. But we can learn to manage those chemicals in a safe and responsible way. With SERCs, TERCs, and LEPCs in the vanguard, we can learn how to respond to a chemical accident if one does occur. We can learn how to prepare in case one happens. And, best of all, we can learn ways to prevent these accidents from happening in the first place.

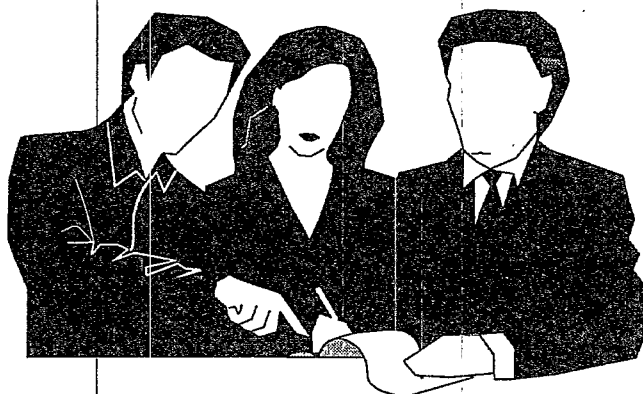
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# BUILDING AND STRENGTHENING YOUR LEPC

## TECHNICAL ASSISTANCE TO LEPCs



Wisconsin developed tools to enhance technical assistance to LEPCs for planning requirements under SARA Title III, Oil Pollution Act (OPA 90), Clean Air Act (CAA), and the Hazardous Material Transportation Uniform Safety Act (HMTUSA). Tools were designed to improve the ability of LEPCs to conduct hazards analyses, exercise plans, and conduct risk communication. Reports and guidance materials were developed that may be helpful to other emergency planning organizations; these products are available on request. In addition, several items from the original grant have been completed and expanded, including off-site planning guidance for farms, farm emergency planning outreach, and vulnerability zone calculations for high profile extremely hazardous substances (with CAMEO™). Copies of the manual are available upon request. However, because of the size of the manual, there may be a charge for a hard copy to cover the printing cost and postage. It is preferred that anyone requesting an electronic copy of the manual provide diskettes on which the manual may be copied and forwarded.

Grant: X818886010, FY1991.

### Products

- ◆ Final report
- ◆ Hazard analysis guidance
- ◆ Comprehensive hazmat annex planning guidance
- ◆ Special facilities guidance
- ◆ Risk communication program guidance
- ◆ Facility planning guidance

**Contact**

Chris Bacon  
WI SERC  
P.O. Box 7865  
4802 Sheboygan Ave.  
Madison, WI 53707-7865  
(608) 266-1899

**CHEMICAL SAFETY MANAGEMENT  
PROGRAM**

Kansas developed a chemical safety management program for five pilot counties that traditionally face the most serious risks of chemical releases. The program enhanced LEPCs effectiveness by improving emergency planning and prevention efforts and formulating a common risk assessment methodology. The product is partially transferable to other states and is available on request.  
Grant: X820603010, FY1992.

**Products**

- ◆ *Innovative Approaches to Risk Management Planning: Incorporating SARA Title III Requirements (Draft)*
- ◆ *CONFIDENTIAL: Chlorine Risk Management Plan (Draft)*

**Contact**

Frank Moussa  
Technical Hazards Section  
Room 15  
Kansas Division of Emergency Preparedness  
2800 Southwest Topeka Boulevard  
Topeka, KS 66611-1281  
(913) 274-1408

**LEPC OUTREACH**

Missouri improved the effectiveness of LEPCs in the New Madrid earthquake fault area. LEPCs received technical, administrative, and financial



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assistance in disseminating information to the public, conducting hazards analyses, and completing and exercising contingency plans.

Grant: X817702010, FY1990.

- Products**
- ◆ Chemicals in your community poster
  - ◆ LEPC handbook
  - ◆ Successful practices
  - ◆ Summary of assistance provided to LEPCs
  - ◆ Workbook for plan development
  - ◆ Self-assessment form for LEPCs
  - ◆ Contingency plans

**Contact**      Bob Kraus  
Missouri Emergency Response  
Commission  
P.O. Box 3133  
Jefferson City, MO 65102  
(314) 526-3901

## LEPC OUTREACH

Utah enhanced the effectiveness of LEPCs by organizing a Planning Assistance Team to establish new planning districts and select new LEPC members. The Planning Assistance Team assisted LEPCs in preparing, organizing, storing, and disseminating hazards analysis information and in integrating the medical community into the planning and emergency response network.  
Grant: X817720010, FY1990.

- Product**      ◆ Final report

**Contact**      DeeEll FiField  
Division of Comprehensive  
Emergency Management  
Utah Department of Public Safety,  
Room 1110  
State Office Building  
Salt Lake City, UT 84114  
(801) 538-3761

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## LEPCs HAZARDS ANALYSIS OUTREACH

Idaho established a state-wide system to provide technical assistance and training to LEPCs in conducting hazards analysis. The hazards analysis results were incorporated into existing county emergency operations plans. Grant: X817741010, FY1990.

**Product** ♦ *Chemical Hazards Analysis: A Blueprint for Local Emergency Planning Committees*

**Contact** Lezlie Aller  
Director of Hazardous Materials Operations  
Idaho Emergency Response Commission  
P.O. Box 83720  
Boise, ID 83720-3401  
(208) 334-3263

## LEPC OUTREACH MATERIALS

*The State of Florida established a library of outreach material that includes packages of information tailored for particular areas, facility types, and identified needs.*

Florida emphasized community and citizen education and promoted a general awareness of the SARA Title III program through the development and distribution of a citizen's guide to hazardous materials related programs. Project information can be shared but is currently specific to the State of Florida. Grant: X818888010, FY1991.

**Products** ♦ Brochure  
♦ Library database

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**Contact**      Eve Rainey  
State of Florida Department of  
Community Affairs  
Tallahassee, FL 32399-2149  
(904) 413-9914

## **LEPC GUIDANCE MATERIAL**

North Carolina enhanced the effectiveness of LEPCs in meeting their Title III mandates by providing technical assistance as well as a step-by-step guidebook and a series of video tapes, to each LEPC. Guidance materials were developed in conjunction with the Eastern Band of Cherokee Indians Emergency Planning Committee and are specific to the State of North Carolina. Information and ideas can be shared with other states. North Carolina also conducted hazard analyses for EHS facilities under this project.  
Grant: X818876010, FY1991.

**Product**      ♦ Video

**Contact**      Emily Kilpatrick  
116 West Jones St.  
Raleigh, NC 27603  
(919) 733-3865

## **TERC ENHANCEMENT**

The Bad River Band Indian Tribe enhanced the effectiveness of the TERC and LEPC by conducting a comprehensive investigation into the tribe's responsibilities and options in complying with Title III requirements. The result was a monthly newsletter that was produced and distributed to all tribes in Region V in an effort to share Bad River's knowledge and experience with others. The newsletter was also shared with Indian Health Service, Bureau of Indian Affairs, and area county LEPC staff members, all of whom were cooperative and added many helpful suggestions to improve the tribe's emergency response plan.

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Another product of the grant was an emergency response plan, which was shared with other tribes in Region V. Grant: X818928010, FY1991.

**Products**     ♦ Emergency response plan  
                 ♦ Monthly newsletter

**Contact**        Bad River Band of Lake Superior  
                      Tribe of Chippewa Indians  
                      P.O. Box 39  
                      Odanah, WI 54861  
                      (715) 682-7111

### **TRIBAL PARTICIPATION IN TITLE III**

The Fort Peck Assiniboine and Sioux Tribes grant allowed the tribes to strengthen participation in Title III by developing a guidance document for implementing Title III on Indian Lands. The tribe assessed the current environmental emergencies that might require a response and also identified legal options available to the tribes for Title III compliance activities. The product is transferable to tribes with similar demographics and circumstances (i.e., rural with railroads, agricultural chemicals, water treatment plants, oil and gas activities, and some small industries), and reservations whose borders include several counties with checkerboard land patterns and non-Indian populations. Grant: X817718010, FY1990

**Product**        ♦ Tribal Title III guidance document

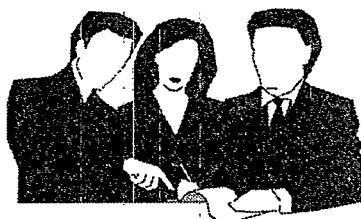
**Contact**        Debi Madison  
                      Fort Peck Tribal Executive Board  
                      P.O. Box 1027  
                      Poplar, MT 59255  
                      (406) 768-5155

## **TRIBAL EMERGENCY RESPONSE CAPABILITY ENHANCEMENT**

This project enhanced the Shoshone-Bannock Tribes' emergency planning and community right-to-know program. The TERC was established and a position for a tribal Emergency Response Coordinator was created. The tribe completed and published a hazard analysis and wrote an emergency operations plan. In addition, a hazardous materials response team was organized and trained. Presentations about the grant products have been made at various conferences and shared with other tribes. Grant: X817705010, FY1990

**Products**     ♦ Emergency operations plan  
                 ♦ Final report

**Contact**     Wilson C. Moore, Jr.  
                 Community Response  
                 Coordinator  
                 P.O. Box 306  
                 Fort Hall, ID 83203  
                 (208) 238-3837



## **LEPC OUTREACH**

Arkansas conducted a workshop aimed at familiarizing LEPC members with their responsibilities. Workshop topics covered SARA Title III information, hazmat information management, community alert and notification systems, and risk communication. Grant: X818885010, FY1991.

**Product**     ♦ Final report

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**Contact** John Ward  
Department of Pollution Control  
and Ecology  
P.O. Box 8913  
Little Rock, AR 72219-8913  
(501) 562-7444

## LEPC OUTREACH

Oklahoma enhanced the organization and training of LEPCs through a series of five regional meetings aimed at assisting LEPCs in organizational and operational program development. The grant also allowed the State of Oklahoma to provide 79 LEPCs with a cookbook-style resource and to develop three computer-based instruction courses geared to individuals or LEPCs with very limited knowledge of Title III. The grant was discussed at regional meetings and a National Association of SARA Title III Program Officials (NASTTPO) meeting in 1992, and EPA provided several states with copies of the instruction course disks. Grant: X818892010, FY1991.

**Product** ♦ Computer-based instruction courses

**Contact** Monty Elder  
Department of Environmental  
Quality  
1000 N.E. 10th Street  
Oklahoma City, OK 73117-1212  
(800) 869-1400

## COMPLIANCE AND EDUCATION

Colorado LEPCs produced compliance and outreach materials to serve as models for other LEPCs. The materials developed identified additional regulated facilities, improved public access to facility reports, and provided complete regulatory information to communities. A sum-

mary of the grant products is shown in the following table. Grant: X818884010, FY1991.

JURISDICTION	PROJECT	CONTACT
State of Colorado	LEPC Reference Manual	Richard Bardsley (303) 273-1619
Boulder LEPC	Outreach Conference and Local Brochure	Larry Stern (303) 441-3637
Denver LEPC	Awareness/Compliance Project	Greg Champlin (303) 640-2616
Douglas LEPC	Videotape and Guidance Document about SARA Title III	James Raymond (303) 660-7589
El Paso LEPC	Videotape about SARA Title III	Frank Luciani (719) 575-8400
Jefferson LEPC	Outreach Program with Local Brochure	Tim Gablehouse (303) 572-0050
Pueblo LEPC	"How To" Manual and Local Seminar	Karen Ashcraft (719) 583-6201

*Oregon established a community-based statewide LEPC network linking the LEPCs with Community Awareness and Emergency Response (CAER) groups.*

## LEPC ENHANCEMENT

Oregon's statewide LEPC network increased awareness of LEPC activities, Title III issues, hazards within local communities, and enhanced participation by local government officials and industry groups. The network was developed by identifying local needs, specific audiences, and resources;

developing and drafting public outreach program materials; conducting pilot tests of these materials; and producing and distributing a model public outreach program kit.  
Grant: X818879010, FY1991.

Product ♦ Final report

Contact Bob Albers  
Office of State Fire Marshal  
4760 Portland Rd.  
Salem, OR 97305  
(503) 378-3473 x262

## TRAINING PROGRAM FOR LEPCs AND TERCs

Washington presented emergency planning seminars and technical assistance, based on the state model response plan for spills of oil and other hazardous materials to all LEPCs and interested TERCs. This training ensured that any plans already developed or revised met the intent of state and federal regulations and helped to maintain consistency in the plans of neighboring LEPCs. Training and technical assistance were also provided to LEPCs and interested TERCs to enhance local ability to exercise plans. Grant: X818909010, FY1991.



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**Product**     ♦ Final report

**Contact**     Dave Atkinson  
Washington Military  
Department  
Camp Murray  
Tacoma, WA 98430-5122  
(360) 923-4573

## LEPC OUTREACH

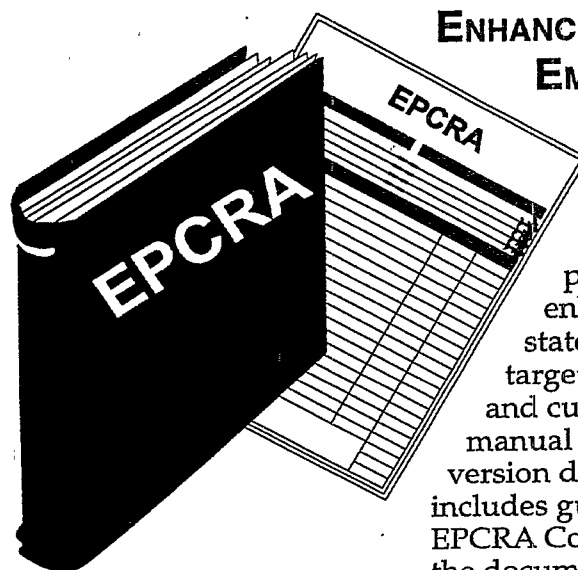
West Virginia provided recommendations to local emergency preparedness organizations on methods to enhance their programs for reducing risk to the public and environmental resources within areas vulnerable to hazardous transportation incidents. The state developed a half-day workshop for LEPCs and others interested in conducting a commodity flow study and using the information developed in emergency response planning activities. Participation in the workshop encouraged several LEPCs to conduct commodity flow studies. In addition, the workshop has encouraged emergency planning organizations in Ohio, Kentucky, North Carolina, and other states to conduct commodity flow studies.  
Grant: CX820600010, FY1992.

**Products**     ♦ Final report  
                 ♦ Instruction manual

**Contact**     Jan R. Taylor  
National Institute for Chemical  
Studies  
2300 MacCorkle Avenue, SE  
Charleston, WV 25304  
(304) 346-6264

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## COMPLYING WITH EPCRA



### ENHANCING STATE AND LOCAL EMERGENCY PLANNING COMMITTEE COMPLIANCE AND ENFORCE- MENT PROGRAM

The main objective of Wisconsin's project was to develop tools to assist and enhance state and LEPC programs. The state developed tools for compliance targeting, a compliance inspector manual, and curriculum for inspector training. The manual has been expanded from the original version developed under the grant and now includes guidance for all aspects of the state's EPCRA Compliance Program. A fourth edition of the document "Compliance Outreach, Investigation, Inspection & Enforcement Manual" was distributed to all LEPCs in the state. This project is readily transferable to other states and is available upon request. Grant: X817714010, FY1990

#### Products

- ◆ *The Red Book*-compliance and inspection procedures manual
- ◆ Compliance inspector curriculum
- ◆ Final report

#### Contact

Carl Stenbol  
EPCRA Compliance Specialist  
Wisconsin Division of Emergency  
Government  
P.O. Box 7865  
Madison, WI 53707-7865  
(608) 242-3225

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## EPCRA ENHANCEMENT

The Pueblo of Acoma developed and implemented their emergency response plan by providing training, exercises, and community education programs. The tribe put together a handbook and is currently being used by the Pueblo of Acoma and other tribes. An Emergency Preparedness Office was established to coordinate plans and facilitate communication with local agencies. Grant: X817699010, FY1990.

**Product**     ♦ Emergency planning handbook

**Contact**     Stanley Paytiamo  
Environmental Protection Office  
P.O. Box 370  
Pueblo of Acoma, NM 87034  
(505) 552-6604, x277 or  
505-552-9700

*The handbook has  
been used in two  
emergencies.*

## TITLE III EDUCATION

This project improved North Dakota's Hazardous Chemicals Preparedness and Response Program and assisted the hazardous materials community with Title III compliance. The state updated and improved their database of critical facility information, developed a management system for the state's new fee system, provided technical and administrative assistance to all LEPCs, assisted reporting facilities, and enhanced outreach to facility owners to increase compliance. Development of the database was conducted in two phases. In phase one the state reviewed facility reports, emphasizing Tier II information and ensuring accuracy of information, and developed new software to manage the fee system. This software is available to other states. During phase two, the 18 larger LEPCs in the state were linked to the state's database. CAMEO™ software programs were used to complement computer support of LEPC activities.

Outreach efforts to support LEPCs and business and industry were enhanced during all reporting periods. The state developed a day-to-day system to provide updated information from the state's computer files to LEPCs, and developed procedures for the exchange of information between the state and the LEPC. The state also provided CAMEO™ training for the larger LEPCs and conducted a train-the-trainer course to further CAMEO™ software training. The state also conducted two special EPCRA training sessions for member of the five tribal councils in North Dakota.

The state assisted business and industry by conducting special training sessions, with emphasis placed on Tier II reporting and compliance. An extensive outreach program was conducted. Facility owners and operators were sent Tier II forms, sample completed forms, and additional EPCRA materials. Industry-specific guidance was sent to oil production facility owners and operators. Grant: X81874010, FY1991.

**Products**

- ◆ Final report
- ◆ Administrative procedures manual

**Contact**

Douglas C. Friez  
State Director  
Division of Emergency  
Management  
P.O. Box 5511  
Bismark, ND 58502-5511  
(701) 328-3300

## COMPLIANCE PROGRAM

South Dakota was awarded a Title III technical assistance grant with the aim of increasing the rate of compliance with Title III in the state. The grant helped the state lay a foundation on which to build its Title II program. Tasks undertaken included designing packets for compliance strategies for the LEPCs and providing assistance about using the packets, updating the Title III database of facility information, and sharing this information with the LEPCs. This project has been informally shared with other states and LEPCs.

Grant: X818930010, FY1991

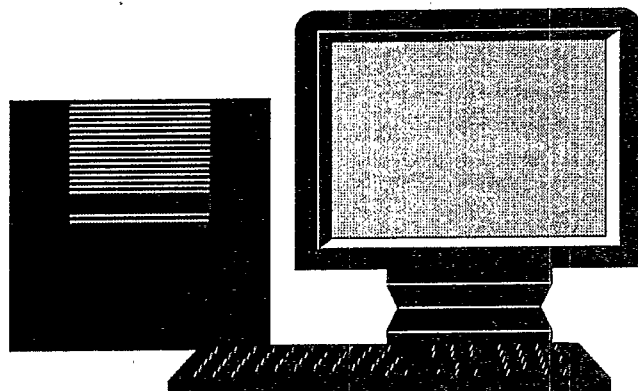
*When the grant was awarded the number of reporting facilities was about 940 and there were fewer than five active LEPCs. At the end of the grant project, there were 1650 reporting facilities and 22 active LEPCs.*

**Product**     ♦ Final report  
                 ♦ Compliance guide

**Contact**     Lee Ann Smith  
                 Natural Resources Program  
                 Scientist  
                 Department of Environment and  
                 Natural Resources  
                 Pierre, SD  
                 (605) 773-3296

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## MANAGING INFORMATION ELECTRONICALLY



### DATA MANAGEMENT SYSTEM FOR FILING TIER II REPORTS

Massachusetts developed a computer system that improved the use and availability of chemical inventory information by their SERC, LEPCs, and other users. The system allows users to obtain information for rapid response, investigative, and enforcement activities. The grant also allowed Massachusetts to enhance data sharing capabilities among users of Tier II information.  
Grant: X817823010, FY1990.

- |                 |  |
|-----------------|--|
| <b>Products</b> | <ul style="list-style-type: none"><li>◆ Final report for computerizing resources inventory for EPCRA 311, 312 filings</li><li>◆ Database</li><li>◆ Optically scannable Tier II form and instructions</li></ul> |
| <b>Contact</b>  | <p>Michael Feeney<br/>Bureau of Environmental Health Assessment<br/>Department of Public Health<br/>150 Tremont Street<br/>Boston, MA 02111<br/>(617) 727-7170</p>   |

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## **PUBLICLY ACCESSIBLE DATA MANAGEMENT SYSTEM**

New Jersey developed a computer system that improved LEPCs', responders', emergency managers', and the public's access to data by consolidating community right-to-know (RTK) and emergency response data into a single coordinated remote dial-in accessible system. The on-line access provides a means to disseminate RTK information about facilities and chemicals to the public. Grant: X817707010, FY1990.

**Products**     ♦ Community right-to-know public access system  
                 ♦ User's manual  
                 ♦ Operator's manual  
                 ♦ Final manual

**Contact**     Michael Augustyniak  
                 Department of Law and Public Safety  
                 New Jersey Division of State Police, Emergency Management Section  
                 Box 7068 River Road  
                 West Trenton, NJ 08628-0068  
                 (609) 538-6064

## **TIER II INFORMATION MANAGEMENT**

South Carolina enhanced the capabilities of LEPCs to plan for and respond to hazmat incidents by providing them with Tier II data in dBASE format, facilitating use in the Computer-Aided Management of Emergency Operations (CAMEO™) system. This comprehensive and easily updated and upgraded database of facilities and hazardous materials improved compliance monitoring in South Carolina. Grant: X817713010, FY1990.

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**Products**     ♦ Database  
                 ♦ Final report

**Contact**       Pete Saussy  
                 South Carolina Department of  
                 Health and Environmental  
                 Control  
                 2600 Bull Street  
                 Columbia, SC 29201  
                 (803) 896-4116

### **STATEWIDE DATA MANAGEMENT SYSTEM**

Kansas improved their Statewide Data Management System by revising their emergency response database, developing statistical methods for identifying non-complying facilities, and implementing an integrated state Title III data management system. LEPCs used CAMEO™ to download emergency response data from the state's computer system and to target non-complying facilities. Grant: X817701010, FY1990.

**Product**       ♦ Final report

**Contact**       Karl F. Birns  
                 Bureau of Environmental Health  
                 Services  
                 Department of Health and  
                 Environment  
                 Landon State Office Building  
                 900 SW Jackson  
                 Topeka, KS 66612  
                 (913) 296-1690

### **AUTOMATED PUBLIC INFORMATION PROGRAM**

Hawaii enhanced public accessibility of Title III information through its Automated Public Information Program. The CAMEO-based computer program was made available to LEPCs, libraries,



and the general public via the state Department of Health. As part of a public outreach effort, demonstrations were held throughout the community to enhance the visibility of the computer system. Grant: X817733010, FY1990.

**Products**     ♦ Chemical facility information system for Hawaii  
♦ Operator's manual  
♦ User's manual  
♦ Brochure  
♦ Final report

**Contact**       Rhonda Goyke  
Environmental Response  
Program  
Department of Health  
P.O. Box 3378  
Honolulu, HI 96801  
(808) 586-4249

## STATEWIDE INVENTORY AND INFORMATION NETWORK

Nevada's "Project Oasis" improved their statewide inventory and information network of hazmat counteractants by developing an automated emergency management information system and counteractant site-selection criteria. Information on "Project Oasis" has been sent to all states and is available from the Nevada Division of Emergency Management.  
Grant: X817698010, FY1990

**Products**     ♦ Automated emergency management information system  
♦ Final report

*Through Nevada's "Project Oasis," the state was able to decrease the response time to mitigate adverse effects of hazmat releases, especially those related to transportation incidents.*

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**Contact**

Joseph A. Quinn  
Division of Emergency  
Management  
Capitol Complex  
2525 S. Carson Street  
Carson City, NV 89710  
(702) 687-4240

**INFORMATION MANAGEMENT SYSTEM  
ENHANCEMENT**

Ohio developed a database (FoxPro software) to enter, process, and review required reports submitted by regulated facilities. The database was then used to develop an integrated state and local compliance and enforcement program that acts as an information management tracking system. System products and information are fully transferable to any state, although the database is currently undergoing a service contract for improvements and maintenance.  
Grant: X818898010, FY1991.

**Products**

- ◆ Final report
- ◆ Compliance/enforcement manual
- ◆ Database

**Contact**

Jeff Beattie  
Ohio EPA  
P.O. Box 1049  
1800 Watermark Drive  
Columbus, OH 43266  
(614) 644-2269

**AUTOMATED INVENTORY**

Ohio enhanced the effectiveness of LEPCs' oil and hazardous material spill response in the Great Lakes region by developing a computerized database of emergency response equipment, supplies, and services. The Great Lakes Area Computerized Inventory for Emergency Response

(GLACIER) allows LEPCs and emergency responders at all levels to quickly access vital information on hazardous materials. The data is stored on the Hazardous Materials Information Exchange, an electronic bulletin board maintained by FEMA and DOT, and is accessible via the Internet. The GLACIER database can be used by other states with distribution services available. Grant: CX820597010, FY1992.

**Product**      ♦ GLACIER database

**Contact**      Kenneth Schultz  
Ohio EPA  
1800 Watermark Drive  
Columbus, OH 43266-0149  
(614) 644-2260

## **TIER II INVENTORY SYSTEM AND TIER II WINDOWS INVENTORY SYSTEM**

Iowa developed a PC-compatible database management program called "Tier2 5.0" to manage EPCRA Tier II information. "Tier2 5.0" is a PC-compatible database management program that automates the submission of Tier II data for reporting facilities and the collection and maintenance of data for local and state agencies. The software package facilitates data entry, retrieval, reporting, and data transfers of Tier II data. Grant: X818936010, FY1991.

Iowa modified and improved the software package called "Tier2 5.0". The updated version was adapted for a Windows environment and features improvements including additional search functions and the ability to generate more reports.

*Iowa and EPA have distributed hundreds of copies of "Tier2 5.0", and users have praised the time-saving and usefulness of the system's ability to manage EPCRA information. "Tier2 5.0" reports and diskettes are currently available through the EPCRA Hotline.*

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"Tier2 5.0" for Windows is currently available through the EPCRA Hotline. Grant: CX823775010, FY1994.

**Products**      ♦ Tier2 5.0 information retrieval system report and diskette  
                     ♦ Tier2 5.0 for Windows diskette

**Contact**            Don Peddy  
                         Iowa Division of Labor  
                         1000 East Grand Avenue  
                         Des Moines, IA 50319  
                         (515) 281-8460

## **TIER II AUTOMATION**

Rhode Island improved information management by creating an image management system database of hazardous substances to assist local emergency planning and response efforts. Improvements included the establishment of a statewide repository for Tier II submissions, the use of a computer scanner and image technology, and the distribution of database information to LEPCs and local fire districts. The state reports that project information was very useful to LEPCs in Rhode Island but may not be transferable. Grant: X820642010, FY1992.

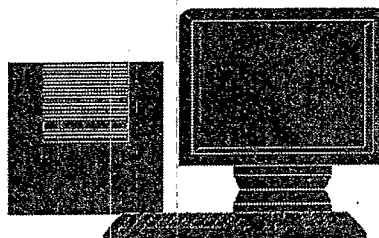
**Products**           ♦ Annual inventory forms  
                         ♦ Databases for Rhode Island LEPCs

**Contact**            Patrice Cavarretta  
                         Department of Labor  
                         610 Manton Avenue  
                         Providence, RI 02909  
                         (401) 457-1843

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## DATA MANAGEMENT SYSTEM

Connecticut enhanced its SARA Title III program by automating chemical information reporting under Sections 302, 311, and 312 of EPCRA. Data reports were checked for completeness and mailed to reporters for verification. Currently, the state is using a new Tier II information system.  
Grant: X818881010, FY1991.



**Product** ♦ Final report

**Contact** Joseph Pulaski  
Department of Environmental  
Protection  
79 Elm St.  
Hartford, CT 06106  
(203) 424-3373

## CENTRALIZED TITLE III DATA MANAGEMENT IMPROVEMENTS

Delaware enhanced the information management capability of the SERC and LEPCs by implementing key recommendations of a SERC-commissioned study of Title III data management practices in the state. The project's four major steps included: (1) cleaning up the current data files to eliminate errors; (2) ensuring the completeness of existing data by identifying covered facilities that are currently not in compliance; (3) establishing data entry procedures; and (4) loading existing data into a centrally located CAMEO-II™ DOS system that is easily accessible by the LEPCs and various state agencies with Title III responsibilities. Grant: X817721010, FY1990.

**Products** ♦ CAMEO-II™ DOS database of  
state Title III data  
♦ Final report

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**Contact**

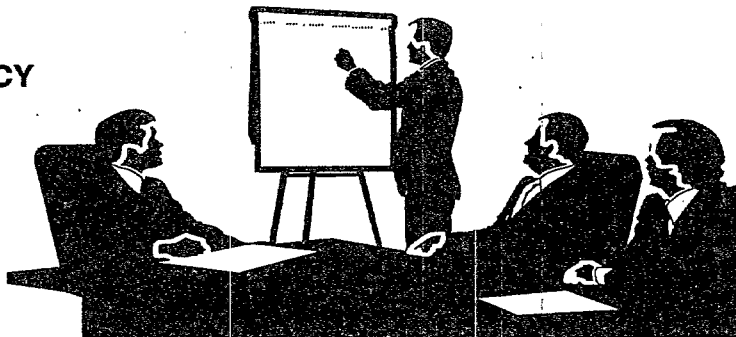
Robert Pritchett  
Department of Natural Resources  
and Environmental Control  
P.O. Box 1401  
89 Kings Highway  
Dover, DE 19903  
(302) 739-4791

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## PLANNING FOR EMERGENCIES

### INTEGRATED EMERGENCY PLANNING

Massachusetts enhanced their capacity to establish and initiate emergency response plans through the preparation of a series of color maps depicting facilities, transportation routes, and relevant hazardous materials emergency planning information for the metropolitan Boston area. The LEPC received assistance on data management to improve the emergency management capabilities of local governments. Grant: X820594010, FY1992.



**Products** ♦ Computerized reporting system  
♦ Overlay maps for Boston area

**Contact** Mike Feeney  
Massachusetts Department of  
Public Health  
250 Washington Street, 7th floor  
Boston, MA 02108-4619  
(617) 624-5757

### INTERSTATE PLANNING

New Hampshire LEPCs in the Merrimack River area developed a joint plan to respond to emergencies that threaten public water supplies. New Hampshire and Massachusetts provided assistance to the LEPCs to ensure that intermunicipal and interstate alliances were adequately in place. Grant: X818880010, FY1991.

**Product** ♦ *Final report: Emergency Response Planning in Lower Merrimack River*

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**Contact** Chris Simmers  
Department of Environmental  
Services  
P.O. Box 95  
Concord, NH 03302  
(603) 271-3503

## **HIGH RISK AREA ANALYSIS**

Florida developed a report designed to make community members in the Port of Tampa area more aware of risks from chemical accidents. The report concentrated on three key facilities with high levels of anhydrous ammonia. LEPC and emergency responders reviewed facility-developed accident scenarios for the most probable worst case and worst case releases. Lessons learned and recommendations from the tabletop exercise were included in the report and may be helpful for risk management program development, although the information is specific to the Port of Tampa area. Grant: CX822125010, FY1993.

**Product** ♦ Final report

**Contact** Eve Rainey  
State of Florida Department of  
Community Affairs  
Tallahassee, FL 32399-2149  
(904) 413-9914

## **CHEMICAL INFORMATION GATHERING**

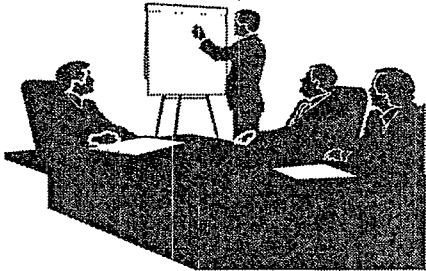
Vermont conducted a statewide hazards analysis and developed a hazmat database to increase available information on high risk facilities and transportation routes in Vermont. The SERC and LEPCs used this information to update emergency response plans. The LEPCs developed information packets to help facilities comply with all federal and state regulations regarding chemical reporting and planning. The project has limited



use beyond Vermont, but has been very beneficial to the LEPCs and towns affected, specifically because LEPCs were finally able to collect hard data that could be used to support their planning. The information obtained through the hazard analysis has been shared with Canada.  
Grant: X818908010, FY1991

- Products**
- ◆ Final report
  - ◆ Hazardous materials in Vermont

**Contact**      Robert DeMange  
                    Department of Public Safety  
                    103 S. Main Street  
                    Waterbury, VT 05671  
                    (802) 244-8721



**HAZMAT PLAN**

The Eight Northern Indian Pueblos Tribe improved their response time for chemical emergencies by developing a hazardous materials contingency plan. The plan was developed by identifying risks and hazards as described in the *Technical Guidance for Hazards Analysis*, conducting surveys and assessments of the various sources of risks and hazards, and identifying funding sources for needed equipment, staffing, building, and land.  
Grant: X818934010, FY1991.

- Product**
- ◆ Eight Northern Indian Pueblos hazardous materials plan

**Contact**      Jessica Naranjo  
                    P.O. Box 969  
                    San Juan Pueblo, NM 87566  
                    1-800-358-4668

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## CHEMICAL EMERGENCY PLAN

The Rincon, San Luiseno Band of Mission Indian Tribe increased their readiness to respond to chemical emergencies by developing and incorporating a chemical emergency response plan into the tribal emergency response contingency plan. A workshop was held with other tribes on the steps taken to produce the plan.  
Grant: X818916010, FY1991.

**Products** ♦ Final report  
♦ Emergency plan  
♦ Hazardous materials annex  
♦ Emergency services ordinance and resolution

**Contact** Allen Sweeney  
Rincon Indian Reservation  
P.O. Box 68  
Valley Center, CA 92082  
(619) 749-1051 x20

## HAZARDOUS MATERIAL EXERCISES

California maximized coordination efforts between LEPCs and local administering agencies by analyzing urban and rural LEPC response plans. A guide was developed from the analyses that includes an instructional video and a manual to facilitate developing, conducting, and evaluating tabletop exercises of plans. The products can be used for demonstrations in both rural and urban areas. Grant: X818891010, FY1991.

**Product** ♦ *A Guide to Developing Hazardous Material Exercises: An Instructional Video and Manual*

**Contact**

Governor's Office of Emergency  
Services  
2800 Meadowview Road  
Sacramento, CA 95832  
(916) 262-2880

**IMPROVING EMERGENCY PLANNING AND  
RESPONSE**

Louisiana's project demonstrated how a SERC can assist local communities in using Tier2 data in a risk assessment. Tier2 data was made available to local communities in electronic format along with guidance for using the data to identify risks.

Louisiana assisted LEPCs and facilities in developing and maintaining local computerized data files that fulfill regulatory requirements and that can be used in CAMEO™ for emergency planning and response purposes. As a result of this project, many local community emergency planning agencies began using computers and databases for the first time. These local communities are today using CAMEO™, Tier2, LandView, and other computer programs for emergency planning and response. Also, a user's guide was developed for schools and health care facilities to describe how CAMEO™ can be used to analyze local risks associated with hazardous chemical accidents.

Grant: X820612010, FY1992.

Louisiana local agencies (both emergency management and hazardous materials responders) are

*Louisiana improved the emergency response time of fifteen LEPCs in parishes with concentrations of chemical facilities. The LEPCs were trained on how to use Census data and CAMEO™ software to identify local areas that would be vulnerable to chemical hazards.*

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making extensive use of CAMEO™ and other computer products in emergency management activities. Products (data files, computer programs, planning guides) distributed from this project are currently being shared with other jurisdictions. Grant: CX822126010, FY1993.

**Products**

- ◆ *Disaster Preparedness for Medical Facilities: A Comprehensive Approach*
- ◆ *Disaster Preparedness for Schools: A Comprehensive Approach*
- ◆ *Disaster Preparedness for Local Communities: Using LandView ver. 1.0, Tier2 ver. 5.0, Regional Weather Information, 1990 Census Data*
- ◆ Description of emergency planning and response programs used in the grant
- ◆ Description of data files provided to local emergency management agencies
- ◆ Description of how the programs and data files are used in emergency planning and response
- ◆ Suggestions on using statewide data in emergency planning and response
- ◆ Final report
- ◆ Guide for LEPCs in using CAMEO™ in hazards analysis

**Contact**

Lauren Martone  
Louisiana Right-to-Know Office  
Louisiana State Police  
P.O. Box 65614  
Baton Rouge, LA 70896-6614  
(504) 625-6113, x228

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## HAZMAT TRANSPORTATION PLANNING

### HAZMAT PLANNING AND RESPONSE INFORMATION

Vermont provided hazardous materials planning and response information on the transportation of hazardous materials to first responders and local government officials of the 9th local emergency planning district.

Information was then incorporated into the District Hazmat Emergency Plan. This project was specific to the community involved. It was very helpful for the community, in that plans and model hazards analysis were developed. This was an area of high risk for a chemical accident, which is why it was chosen for this grant. It is not transferable to other communities, but may be helpful to the surrounding area.

Grant: X820649010, FY1992.



- Products**
- ◆ Hazmat emergency plan for District 9
  - ◆ Hazmat emergency response reference guide

**Contact**      Robert DeMange  
                    Department of Public Safety  
                    103 S. Main Street  
                    Waterbury, VT 05671-2101  
                    (802) 244-8721

### HAZARDOUS MATERIALS TRANSPORTATION PLANNING

Minnesota developed a pilot project for hazardous materials transportation planning. Procedures established during this project served as the basis

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for uniformly identifying primary hazmat transportation routes, identifying which hazardous materials are most frequently transported over those routes, establishing procedures for conducting hazard assessments and vulnerability analyses, and disseminating regional planning information to local planners. Product information may be helpful to other emergency planning organizations and is available on request.  
Grant: X818878010, FY1991.

**Product** ♦ Final report: hazmat transportation study for Minnesota Region II (specific to the northeast corner of the state)

**Contact** Paul Aasen  
Minnesota SERC,  
B-5 State Capitol  
75 Constitution Ave.  
St. Paul, MN 55155-1001  
(612) 297-7372

## HAZMAT TRANSPORTATION PLANNING

The Umatilla Tribe developed a risk analysis of hazmat being transported through the Reservation. The finished document has been used to help set priorities for the tribal Government on dealing with hazardous materials, for example, safe parking during inclement weather. The product could be used by other tribes as a guide to produce their own risk assessment, but could not be used directly without some modifications.  
Grant: CX820646010, FY1992.

**Product** ♦ Final report

**Contact** Ken Gray  
P.O. Box 638  
Pendleton, OR 97801  
(503) 276-2126

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# REACHING OUT TO THE COMMUNITY

## PUBLIC OUTREACH PROGRAM

The District of Columbia educated the public about SARA Title III activities, the city's preparedness program, and recommended actions that citizens should take in the event of a hazardous materials emergency. The effort strengthened ties between the community and the LEPC. Grant: X817797010, FY1990.



- Products**
- ◆ Organization for hazmat emergencies video
  - ◆ Hazardous materials emergencies citizen's guide series
  - ◆ Planning, information, transportation, and evacuation brochures

**Contact**      Environmental Planning  
Specialist  
Preparedness  
2000 14th Street, NW, 8th Floor  
Washington, D.C. 20009  
(202) 727-6161

## SECTIONS 311-312 LEPC OUTREACH

This project improved the facility and community outreach efforts of Kentucky's LEPC by increasing general support for SARA Title III and specific support for improved section 311/312 technical management. The project placed particular emphasis on low compliance groups such as farm supply stores, municipal water and wastewater

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treatment facilities, oil and gas wells, gasoline stations and food businesses using ammonia. A modular training package (eight hours total) continues to be delivered to LEPC members, fire departments, and regulated facilities statewide; the package has been shared with EPCRA stakeholders in other states. The training program combines videotapes with hands-on, classroom activities dealing with MSDS utilization, Tier II preparation, and community awareness campaigns. Videos feature numerous LEPC and SERC members, fire department and covered facility accounts of Kentucky's EPCRA successes and challenges.

Grant: X817795010, FY1990

#### Products

- ◆ *Community Right-to-Know: Project Outreach* training package
- ◆ Instructor notes
- ◆ Student reference manual
- ◆ Overhead projector masters
- ◆ Five videotape programs
  - Farm Chemicals in Your Community*
  - Chlorine in Your Community*
  - Ammonia: A Tale of Two LEPCs*
  - Gasoline in Your Community*
  - Gas and Oil in Kentucky*



#### Contact

Patrick C. Conley  
Kentucky Disaster and  
Emergency Services  
Department of Military Affairs  
EOC Building, Boone Guard  
Center  
Frankfort, KY 40601  
(502) 564-5221



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## SARA TITLE III AWARENESS IN SCHOOLS

Pennsylvania heightened awareness of students, faculty, school board members, and parents about chemical hazards and steps to follow in the event of an emergency. A multi-media package was developed and distributed to LEPCs, schools, and county emergency management coordinators. The completed product has been shared with other states. Grant: X817696010, FY1990.

- Products**
- ◆ *Chemical Emergencies and the Students' Right and Need to Know: An Instructor Guide*
  - ◆ *Standing By: Chemical Awareness Video*

**Contact**      Maurice Hillard  
Director, Bureau of Training and Education  
PEMA, Room B-152  
Transportation & Safety Building  
P.O. Box 3321  
Harrisburg, PA 17105  
(717) 783-3963

## PUBLIC INFORMATION/EDUCATION PROGRAM

Minnesota improved the ability of local emergency planners, regional review committees, and the SERC to increase community awareness of EPCRA and Minnesota EPCRA by developing a speaker's kit. The kit was designed to be used with local public interest groups, local radio and television stations, print media, and the public. The project theme was *Hazardous Materials: You Have A Right-to-know*. Grant: X817722010, FY1990.

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**Products**

- ◆ Speaker's kit includes video, slides, overheads, fact sheets, brochure, facilitator's guide, and program evaluation form
- ◆ Pre-recorded radio public service announcements
- ◆ Standardized newsletter format
- ◆ Portable display booth
- ◆ ERC inquiry system user manual: regional office version & public user version

**Contact**

Paul Aasen  
Minnesota SERC, B-5 Capitol  
75 Constitution Avenue  
St. Paul, MN 55155-1011  
(612) 297-7372

**HAZARD COMMUNICATION**

Texas increased compliance with EPCRA and applicable state laws by educating the regulated community on the requirements of these laws through LEPC conferences, U.S./Mexico border workshops, and LEPC data development grants. Chemical inventory reporting was a major point of emphasis, resulting in an increase in the number and quality of Tier II reports received.  
Grant: X817794010, FY1990.

**Product**

- ◆ Final report

**Contact**

Paula J. McKinney  
Texas Department of Health  
1100 West 49th Street  
Austin, TX 78756  
(512) 834-6603

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# IDENTIFYING RISKS IN YOUR COMMUNITY

## HAZARDS ANALYSIS PROGRAM

Puerto Rico provided assistance to LEPCs in performing comprehensive hazard analyses. Project information was very specific to Puerto Rico and may not be very useful to other communities. Grant: X817695010, FY1990.

**Product** ♦ SARA Title III hazard evaluation and emergency response planning guidance document

**Contact** Genaro Torres  
Director, Air Quality Area  
Environmental Quality Board  
P.O. Box 11488  
Santurce, PR 00910  
(809) 767-8071



## HAZARDOUS MATERIALS PROFILE

Tennessee provided a profile of actual and potential hazardous materials problems in the state by designing a comprehensive analysis system to identify the components required to support hazard identification, risk analysis, and the evaluation of emergency response coverage. A geographic information system (GIS) was used to identify the location of fixed facility sites and transportation routes. Tennessee reports that this grant was very successful and that the technology can be shared with other SERCs. Grant: X818924010, FY1991.

**Product** ♦ Final report

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**Contact**

Tennessee Emergency  
Management Agency  
3041 Sidco Dr.  
Nashville, TN 37204  
(615) 741-0001

**RISK MANAGEMENT FOR RURAL AREAS**

Montana developed and exercised a model hazardous materials risk management planning process for extremely rural or "frontier" areas. A state-wide conference was held to disseminate project results, and the results have been used as the basis of training in several areas including EPA Regions VI and X, FEMA Region VII, Utah, Wyoming, Colorado, Montana, and Idaho. Grant: X820611010, FY1992.

**Product**

♦ *Paper, Developing Realistic  
LEPCs in Extremely Rural  
(Frontier) Areas*

**Contact**

Fred Cowie  
Disaster and Emergency Services  
1100 North Last Chance Gulch  
Helena, MT 59601  
(406) 444-6911

**HAZARD ANALYSIS AND RISK  
ASSESSMENT**

The Michigan Department of State Police and Wayne County developed a 20-hour course consisting of five successive 4-hour workshops. The course materials include a student manual, an instructor manual, and overheads. The course builds on EPA's *Technical Guidance for Hazards Analysis* by providing explanations of technical subjects related to chemical accident preparedness, all in the context of case studies based on local industry circumstances. The course was delivered

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vice and provided opportunity to bring together  
response and planning representatives in Wayne  
County. As a result of the work under this grant,  
the LEPC was energized to develop a comprehen-  
sive emergency plan based on the analysis of  
hazards and local facilities.  
Grant: CX822119010, FY1993.



**Products**

- ◆ Final report
- ◆ Instructor manual
- ◆ Student manual
- ◆ Overheads

**Contact**

Curt Irish  
State of Michigan Emergency  
Management  
Suite 300  
303 S. Washington Square  
Lansing, MI 48913  
(517) 334-5107

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**Product**

♦ Video

**Contact**

James Hunt  
Governor's Office of  
Emergency Services  
Suite 4015  
1350 Front Street  
San Diego, CA  
(619) 525-4289

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**Product**      ♦ Video

**Contact**      James Hunt  
Governor's Office of  
Emergency Services  
Suite 4015  
1350 Front Street  
San Diego, CA  
(619) 525-4289

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## **UNITED STATES/CANADIAN BORDER ENHANCEMENT**

Vermont improved the communication link between U.S. and Canadian border representatives by providing training on CAMEO™, ALOHA™, and funding issues. Representatives from both sides of the border also attended a joint hazardous materials exercise in Quebec as part of the border enhancement project. LEPCs on the Vermont/Quebec border also received project funds for hazardous materials emergency planning. The products from this grant are not useful to other areas; however, because the project allowed responders from the U.S. and Canada to work together, the communication link between the two countries has improved remarkably.  
Grant: CX822552010, FY1993.

**Product**      ♦ Final report

**Contact**      Robert DeMange  
Department of Public Safety  
103 South Main Street  
Waterbury, VT 05671-2101  
(802) 244-8721

## **UNITED STATES/MEXICO BORDER HAZMAT PLANNING AND COORDINATION**

California enhanced the initiation of effective coordination of hazardous materials emergency response along the U.S./Mexico border through a needs survey, organization of a binational steering group, provision of training and workshops, and establishment of joint exercises. The project is currently using resources through the U.S. Department of Transportation to continue work in this area. Grant: CX822189010, FY1992, 1993.



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## COOPERATING WITH YOUR NEIGHBORS



### INTERGOVERNMENTAL COOPERATION

The Tidewater LEPCs (Portsmouth, Norfolk, Virginia Beach) of Virginia developed a report about promoting greater intergovernmental cooperation in chemical emergency planning and preparedness. LEPCs examined intergovernmental agreements, transportation corridors, port facilities, commercial and military facilities, federal/state/local government and LEPC cooperation efforts, and response capabilities. The grant products were brought to a National SERC meeting and shared with interested SERCs. Grant: X820622010, FY1992.

#### Products

- ◆ Final report
- ◆ Updated plans
- ◆ EPCRA brochure
- ◆ Videotape of LEPCs' presentation concerning grant activities

#### Contact

Cathy Harris  
Virginia Department of  
Environmental Quality  
P.O. Box 10009  
Richmond, VA 23240-0009  
(804) 762-4489

twice and provided opportunity to bring together response and planning representatives in Wayne County. As a result of the work under this grant, the LEPC was energized to develop a comprehensive emergency plan based on the analysis of hazards and local facilities.  
Grant: CX822119010, FY1993.



**Products**

- ◆ Final report
- ◆ Instructor manual
- ◆ Student manual
- ◆ Overheads

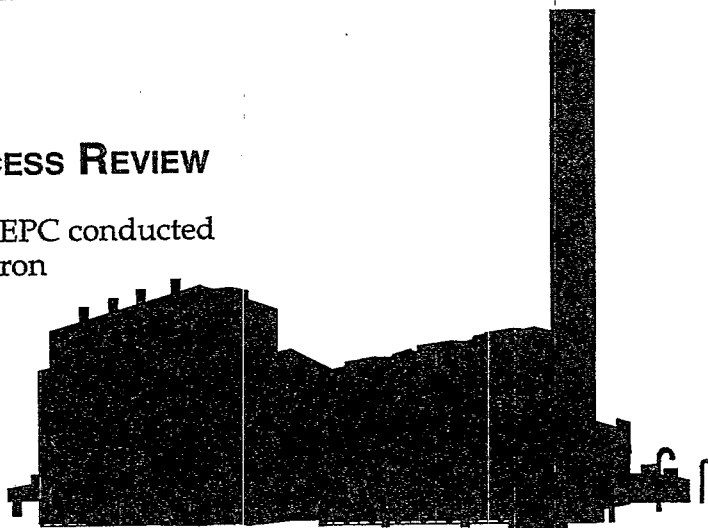
**Contact**

Curt Irish  
State of Michigan Emergency  
Management  
Suite 300  
303 S. Washington Square  
Lansing, MI 48913  
(517) 334-5107

## CHEMICAL-INDUSTRY SPECIFIC PROJECTS

### CHEMICAL SAFETY PROCESS REVIEW

Pennsylvania's Philadelphia LEPC conducted simulated releases at the Chevron refinery in Philadelphia County to evaluate the hydrofluoric acid process safety systems. EPA's chemical safety audit training information was used as the basis for the evaluation.  
Grant: CX820724010, FY1992.



**Product** ♦ Final report

**Contact** John M. Hadalski, Jr.  
City of Philadelphia  
Managing Director's Office  
Room 1440, Municipal Services  
Building  
1401 John F. Kennedy Boulevard  
Philadelphia, PA 19102-1683  
(215) 686-9009

### CHLORINE SAFETY PROGRAM

New York enhanced chlorine safety at the local level by developing and distributing guidance on the essential elements of chlorine accident prevention, mitigation, and response at private or municipally-operated water and wastewater treatment facilities. The guidance is designed to provide an overview of safe practices for chlorine and to supply pertinent information regarding a chlorine emergency. The manual could be used by other states because the New York state-specific information is in a single appendix.  
Grant: X818890010, FY1991.

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**Products** ♦ Final report  
♦ Chlorine safety manual

**Contact** Lee Battes  
New York State Emergency  
Management Office  
Building 22, Suite 101  
1220 Washington Ave.  
Albany, NY 12226-2251  
(518) 457-9997

## AMMONIA RESEARCH

Nebraska surveyed facilities within the state that use and store anhydrous ammonia. The information was used to assess hazards posed by the chemical during accidental releases. The information was formatted and hazard zone estimates were generated for DEGADIS. A model risk assessment workbook, complete with the appropriate facility information, has been provided to all LEPCs as a guide for conducting facility risk assessments. The product is transferable and a limited number of copies are available.  
Grant: X820604010, FY1992.

**Products** ♦ Hazard screening of anhydrous ammonia in Nebraska report  
♦ Local emergency planning committee hazard analysis workbook  
♦ Title III of SARA outreach brochure

**Contact** Dale Busch  
Nebraska Department of  
Environmental Quality  
Suite 400, The Atrium  
1200 N St., P.O. Box 98922  
Lincoln, NE 68509-8922  
(402) 471-4230

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